



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: February 1, 2023

Originating Department: Special Events

Agenda Title: Centennial Commemorative Book Agreement

Approved by Town Manager:  **Date:** 01-26-23

Cost of Item: \$28,425.00 **Funding Source:** FY 2022-2023 Budget

Account Number: 600-48058 **Finance Signature:** Jeffrey P. Duvall Digitally signed by Jeffrey P. Duvall
DN: cn=Jeffrey P. Duvall, o=Gov, email=jduvall@lakeparkflorida.gov, c=US
Date: 2023.01.26 13:48:48 -0500

Advertised:
Date: 11/18/22 **Newspaper:**

Attachments: RFQ 119-2022
Star Group International Proposal and Agreement

Please initial one:
☒ Yes I have notified everyone
☐ Not applicable in this case

Summary Explanation/Background:

The Special Events Department published RFQ 119-2022 for the Centennial Commemorative Book on November 18, 2022. At the submittal deadline line on Friday, December 2, 2022, one proposal was submitted by StarGroup International, Inc. The Special Events Department proposes to move forward with Star Group International as the publisher of the Centennial Commemorative Book. The Centennial Commemorative Book will be unveiled at the Centennial Gala on Saturday, October 14, 2023.

Recommended Motion: I move to authorize the Town Manager to sign an agreement with StarGroup International to publish the Town's Centennial Commemorative Book.